

CITY OF BRIGHTON
CITY COUNCIL MEETING
CITY HALL
October 20, 2011

Regular Blue Sky - 7:00 pm: Review of Agenda Items for this evening's meeting

REGULAR SESSION - 7:30 P.M.

1. Call to order
2. Pledge of Allegiance
3. Roll Call
4. [Approval of minutes: Regular Meeting of October 6, 2011](#)
5. Mayor's Reading of Citizen Inquiries received since the last City Council Meeting
6. Consider approval of the Agenda
7. Call to the Public

Consent Agenda

8. Consider approval of a staff-recommended [Civic Event Application for a redesigned Chamber of Commerce Fine Art & Acoustic Music Festival for 2012](#)
9. Consider approval of a **resolution** to place a lien on property for unpaid code violation related maintenance

Policy Development & Customer Communications' action item

10. Conduct a public hearing as recommended by staff for October 20, 2011 pursuant to **Michigan Economic Development Corp. requirements for MSC 211004-CDF, a façade grant project for 412, 416 & 420 W. Main Street in the amount of \$108,000 for a total project cost of \$144,000.**
11. Consider approval of a **resolution** authorizing the City Manager to submit the [final façade Grant project related documentation to the MEDC and designate the City Manager to serve as the certifying officer for the environmental review](#)
12. Receive annual external audit report and related presentation from the City Auditors with Plante & Moran
13. Receive Finance Director and City Manager's Updated 6-year Financial Forecast report and presentation
14. Receive City Manager's progress report on City Council's adopted goals established at the 2010 Goal-Setting Retreat

Other Business

15. Information for City Customers
16. Receive updates from Council Member Liaisons to other Boards and Commissions
17. Call to the Public
18. Adjournment

MINUTES OF THE MEETING OF THE CITY COUNCIL OF BRIGHTON
HELD ON OCTOBER 6, 2011 AT THE BRIGHTON CITY HALL
200 N. 1ST STREET, BRIGHTON, MICHIGAN

BLUE SKY SESSION

The Council conducted a Blue Sky Session at 7:00 p.m. Present were Mayor Bandkau, Mayor Pro-Tem Bohn, Councilmembers Schillinger, Muzzin, Cooper, Roblee and Pipoly. The Council reviewed the agenda items.

REGULAR SESSION

Mayor Bandkau called the regular meeting to order at 7:30 p.m. Following the Pledge of Allegiance, the roll was called, there being present were Mayor Bandkau, Mayor Pro-Tem Bohn, Councilmembers Schillinger, Muzzin, Roblee, Cooper and Pipoly. Also in attendance were Attorney Brad Maynes and Staff members Dana Foster, Jennifer Burke, Diana Lowe, Amy Cyphert, Dave Blackmar, Tom Wightman, Kelly LaLonde, Matt Modrack and an audience of 12. Press and Media included Tom Darling from WHMI and Nicole Krawcke from The Patch.

MINUTES APPROVAL

It was moved by Councilmember Muzzin, seconded by Pipoly to approve the corrected Regular Meeting minutes of September 15, 2011. Councilmember Roblee abstained. Motion passed 6-0-1.

It was moved by Mayor Pro-Tem Bohn, seconded by Muzzin to approve the Closed Session minutes of September 15, 2011 as presented. Councilmember Roblee abstained. Motion passed 6-0-1.

CITIZEN INQUIRIES

Mayor Bandkau read a Citizens Inquiry - Sheryl Kemmerling, 415 Mill Pond Lane, the closing of the Imagination Station has been disastrous for us at Jack's Custard.

AGENDA APPROVAL

It was moved by Councilmember Muzzin, seconded by Pipoly to approve the Agenda. Motion passed 7-0.

CALL TO THE PUBLIC

Mayor Bandkau opened the Call to the Public at 7:39 p.m. The following comments were heard:

Susan Walters-Steinacker expressed her opinion that Chief Building Inspector, Jim Rowell wrote letters regarding the Bonner litigation in which he signed other people's names to, the trial has been postponed until next year and the City cannot afford it.

Keith Karp, Oh My Lollie, stated the Closure of the Imagination Station has hurt his business and asked Council that it be repaired and opened soon.

Cheryl Mayday, Alterations Unlimited, agrees with Mr. Karp stating the Imagination Station needs to be repaired now.

Hearing no further comment, the Call to the Public was closed at 7:46.

AGENDA APPROVAL

It was moved by Mayor Pro-Tem Bohn, seconded by Pipoly to approve the agenda as amended. Move from Consent Agenda to Action Agenda item #8, Firehouse Subs Site Plan. Add to the Consent Agenda item # 13a, Assessing Contract. A roll call vote was taken. Yes: Schillinger, Cooper, Bohn, Bandkau, Muzzin, Roblee, Pipoly. No: none. Motion passed 7-0.

The following items were approved on Consent Agenda.

1. Set the public hearing for the MEDC grant No. MSC-211004-CDF as required by the Michigan Economic Develop Corporation for October 20, 2011.
2. Approved Resolution 11-20, VINA non-profit dental clinic gaming license.
3. Appointed Ted Richardson, Nancy Scoble and Kate Lawrence to the Officer's Compensation Commission.
4. Approved Resolution 11-21, Adopting an Updated Investment Policy for the City of Brighton.
5. Established 6:00 p.m. to 8:00 p.m. as the official hours for Halloween Trick or Treating on October 31, 2011.
6. Authorized the City Manager to execute a contract with WCA Assessing for contracted Assessing Services subject to the City Attorney's final review and approval of the related contract documents.

FIREHOUSE SUB SITE PLAN

Planning & Zoning Director, Amy Cyphert briefed the Council on the conditions for the Firehouse Subs Site Plan approval. Highlighting the outstanding access site plan violation condition in the proposed approval motion.

It was moved by Councilmember Schillinger, seconded by Muzzin to conditionally approve the site plan amendment for Brookside Mall – Firehouse Subs as depicted on the plan prepared by Lindhout Associates, sheets C1, job #1166, last dated 8-5-2011. The approval is subject to the following conditions:

1. That signage meet ordinance or existing variance requirements.
2. That the issues raised by the Brighton Area Fire Authority in the letter dated 9/7/11 are addressed.
3. That the Certificate of Occupancy shall not be issued until the outstanding access site plan violation is permanently resolved to the City's satisfaction.

A roll call vote was taken. Yes: Schillinger, Cooper, Bohn, Bandkau, Muzzin, Roblee, Pipoly. No: none. Motion passed 7-0.

IMAGINATION STATION REPAIRS CONTRACT AWARD

City Manager, Dana Foster discussed the details for the Imagination Station Playground repairs Request for Proposal and two addendums for volunteers and paid contractors. He stated the City would communicate with the Department of Environmental Quality regarding the planned repairs.

Department of Public Services Director, Matt Schindewolf discussed the Imagination Station Playground repairs timetable. He stated that repair timetable would depend on the upcoming weather.

It was moved by Councilmember Pipoly, seconded by Roblee to award the Imagination Station repair and maintenance to Corrigan Construction. Motion passed 5-1-1 with Councilmember Schillinger voting “no” and Councilmember Muzzin abstaining.

DRAFT COUNCIL GOAL-SETTING RETREAT AGENDA

Mayor Pro-Tem Bohn requested the City Attorney provide a report regarding the overview of what each of the Boards and Commissions can do or not do in terms of contacting and purchasing which does not require City Council approval, review or City Attorney review and make this a Retreat agenda item. He suggested to look at City Charter and give clarity of what is required in that charter.

Councilmember Cooper suggested inviting elected Legislators to a future meeting as a result of the Retreat to inform them of our needs and to ask for changes in legislation.

Councilmember Roblee suggested to look at our assets with Council and Staff and list what are our most important assets are in the community.

It was moved by Mayor Pro-Tem Bohn, seconded Cooper to the direct City Manager, with input received this evening, to use the draft City Council Goal-Setting Retreat agenda for the upcoming retreat. Motion passed 7-0.

PREVIOUS CITIZEN INQUIRIES REPORT

City Manager, Dana Foster gave a report on responses to previous Citizen Inquiries. He reported on the following inquiries: Blue Sky Law & Consent Agenda, Rewrite Charter, Call to the Public, Payment of Per Diems for City Council Members, Weatherproof box for Cemetery Rules & Regs, Rescind action to move the Call to the Public to the end of the meeting, Rotating the flags, Mill Pond Lane Compactor and the condition of the Mill Pond.

CITY CUSTOMER INFORMATION

City Manager, Dana Foster congratulated Mayor Ricci Bandkau for recently being appointed to the MML Board of Trustees. The Biennial City Service Survey results received by October 14th will be compiled for the upcoming City Council Retreat. October 12th at 6:30 p.m. will be the next Public Improvements Informational meeting and will be held at the new Chamber of Commerce building on Grand River.

City Council
October 6, 2011
Page 4

Department of Public Services, Matt Schindewolf stated unlimited leaf collection would continue until the end of November and Leaf vacuuming will start soon.

Mayor Bandkau stated the MML Region I meeting will be held at the new Brighton Area Chamber building.

Councilmember Muzzin stated he attended the Chamber of Commerce Grand Opening event.

Councilmember Roblee stated SELCRA is holding a Tridge or Treat Civic Event on October 31st from 5:00 p.m. to 7:00 p.m. on the tridge, which is planned to be held in combination with the Imagination Station Reopening Party.

Councilmember Cooper stated the Brighton Area Fire Authority will be having their annual Halloween event on October 31st.

Councilmember Pipoly gave a DDA update stating the demolition of 131 Hyne Street is complete, they are receiving quotes for transplanting trees from the former Chamber of Commerce site, plants are also being removed from the site and will find permanent homes, Excelda and the DDA have a closing scheduled this month, the City of Brighton will be receiving a \$27,000 utility connection fee from the development, the Excelda architect will be submitting a site plan for the October Planning Commission meeting, the Barton buildings have been demolished, the West Street project will be starting soon, the Banner program has recently changed banners, a Parking Study shows a night-time demand for parking and land at 121 W. North Street was chosen several years ago for a parking structure.

CALL TO THE PUBLIC

Mayor Bandkau gave a Call to the Public at 9:28 p.m. Hearing no comment, the Call to the Public was closed.

ADJOURNMENT

It was moved by Councilmember Cooper, seconded by Muzzin to adjourn the meeting at 9:29 p.m. Motion passed 7-0.

Diana Lowe, City Clerk

Ricci Bandkau, Mayor

**POLICY REPORT NO. DPS –11-14
DEPARTMENT OF PUBLIC SERVICE**

2012 Fine Arts & Acoustic Music Festival

Prepared by:

Reviewed by:

**Matthew J. Schindewolf
Public Service Director**

**Dana W. Foster
City Manager**

ISSUE: To consider the Civic Event Application for the 2012 Fine Arts & Acoustic Music Festival.

STAFF RECOMMENDATION: To approve the Chamber of Commerce’s 2012 Fine Arts & Acoustic Music Festival Civic Event Application.

BACKGROUND:

The Chamber of Commerce has held the Sidewalk Sales and Art Festival Events for many years; however, this year, they are asking to combine the two events and hold it for 2 ½ days. The event is proposed to be held on Main Street. It will need to be closed from Grand River to North First Street from 12 pm on Friday, August 3rd through 4:00 pm on Sunday, August 5th. The Chamber will provide overnight security for both Friday and Saturday nights.

The City of Brighton Civic Events Committee has reviewed the Application and held a meeting with the Chamber of Commerce. The Committee recommends approval of this event. However, due to the early submittal of this application, some revisions may be needed and additional details will be provided as the date of the event draws closer. The Civic Event Committee will meet periodically with the Chamber over the next 10 months to coordinate the details of this event. Any significant changes will be brought back to City Council for review and action.

This will include additional outside vendor assistance such as provided by Waste Management and KW Electric, as has been prior practice in past years.

BUDGET IMPACT: Due to the City Manager’s Budget-related Directive, no non-emergency overtime will be approved for Police or Department of Public Services personnel; therefore, this event will have no impact on the City’s budget with regard to DPS personnel services, which is a decrease in costs incurred by the City of Brighton from Civic Events in years past.

RELATIONSHIP TO 2010/2011 GOALS: Continued allowance of various Civic Events under controlled conditions to promote the Downtown City of Brighton area.

COUNCIL ACTION: Approval of the Chamber of Commerce’s 2012 Fine Arts & Acoustic Music Festival Civic Event Application as recommended by the Civic Event Committee, with minor changes and details being approved by the Committee. Significant changes will be brought back to City Council for review and action.

Attachments: 2012 Fine Arts & Acoustic Music Festival Civic Event Application.



Civic Event Application
City of Brighton
 200 N. 1st Street
 Brighton, Michigan 48116
 (810) 227-1911

OFFICE USE ONLY

Date Received

By

**** APPLICATIONS MUST BE FILLED OUT COMPLETELY BEFORE THEY WILL BE CONSIDERED FOR REVIEW ****

9/30/11	The Greater Brighton Area Chamber of Commerce	Becca Boss, Director of Events	
Application Date	Name of Organization	Name of Applicant	
218 E. Grand River	Brighton	MI	48116
Street Address	City	State	Zip
(810) 919-2884	(810) 919-2884	(810) 227-5086	(810) 227-5940
Cell Phone	Home Phone	Work Phone	Fax
beccab@brightoncoc.org			
Email Address	Brighton's Fine Art & Acoustic Music Festival		

Deleted: _____
 Deleted: _____

Event Title
Downtown Brighton- Main Street, & Part of Hyne Street
Event Location

EVENT DAYS / TIMES (Please stipulate the following information for each date of event)

DATE	Day of Week	Beginning Time	Ending Time
8-3-2012	Friday	12:00noon	9:00pm
8-4-2012	Saturday	10:00am	6:00pm
8-5-2012	Sunday	10:00am	4:00pm
12:00noon Friday	4:00pm Sunday		N/A
8-3-2012	8-5-2012		
Set up Time/Day	Tear down Time / Day*		Rain Date (if applicable)

* Tear down time will be strictly enforced. It is the applicant's responsibility to ensure the teardown of all materials with their on-site vendors, sponsors, etc. is complete by the teardown time given above.

ORGANIZATION / APPLICANT INFORMATION

Applications for Civic Events in the City of Brighton shall NOT be approved for applicants in default to the City. Therefore, each Application for Civic Events shall be routed to the Finance Department for a determination of any defaults to the City. In the event a default to the City exists, the Application shall be disapproved by the Finance Department, with the nature of the default described as the reason of the disapproval.

TAX IDENTIFICATION NUMBER: 38-2016858

BRIEF DESCRIPTION OF ORGANIZATION'S PURPOSE AND/OR FUNCTION:

The Greater Brighton Area Chamber of Commerce's mission is to promote and maintain a favorable

Environment and quality of life for the businesses and members of the community.

IS THE ORGANIZATION NON-PROFIT? **YES** NO - **But not Tax Exempt**
If yes, attach a copy of the organizations Sales Tax Exempt Certificate.

DOES YOUR GROUP PRESENTLY HAVE LIABILITY INSURANCE? **YES** NO

GENERAL LIABILITY INSURANCE IS REQUIRED NAMING THE CITY OF BRIGHTON AS ADDITIONAL INSURED. IF FOOD IS BEING SERVED, PRODUCT LIABILITY MUST BE INCLUDED. LIMITS OF LIABILITY SHOULD BE NO LESS THAN \$1,000,000 COMBINED SINGLE LIMIT FOR BODILY INJURY AND PROPERTY DAMAGE.

PLEASE GIVE A DESCRIPTION OF THE PROPOSED CIVIC EVENT. (Attach additional pages if necessary)

At the 29th Annual Brighton Fine Art & Acoustic Music Festival we will have between 100 & 125 fine

artists and fine crafters. This year we will have multiple locations that have acoustic music, and outdoor

seating. Our intent is to have the outdoor seating coincidence with downtown restaurants' participation.

ANNUAL EVENT: Is this event expected to occur next year? **YES** NO

If Yes, you can reserve a date for next year with this application). To reserve dates for next year, please provide the following information:

First Weekend in August

Normal Event Schedule (e.g., third weekend in July): _____

or

Next year's specific date(s): August 2,3, & 4

PROCEEDS OF THIS EVENT WILL BE USED FOR:
The Greater Brighton Area Chamber of Commerce operations and programs.

IF THE PROPOSED CIVIC EVENT IS A PARADE OR RUN/WALK EVENT, PLEASE LIST THE POINT OF ORIGIN, PATH, TERMINATION POINT, NUMBER OF ENTRIES AND TRAFFIC CONTROL PLAN AS NECESSARY. (Use attached map to clarify the route)
N/A

ARE YOU PLANNING TO CHARGE AN ADMISSION FEE? YES **NO**

IF YES, WHAT KIND AND HOW MUCH?
N/A

DO YOU PLAN ON UTILIZING VENDORS AND/OR EXHIBITORS FOR SALES OF ANY KIND?
YES NO

IF YES, COMPLETELY FILL OUT THE ATTACHED VENDOR CONTACT INFORMATION SHEET(S).

WHAT IS THE FEE CHARGED FOR EACH VENDOR? See Attached (Approximately \$250)

DO YOU PLAN TO CONTRIBUTE REVENUES RECEIVED FROM THIS EVENT TO LOCAL ORGANIZATIONS AND/OR COMMUNITY GROUPS? YES **NO**

IF YES, TO WHOM AND HOW MUCH?
N/A

WHAT IS THE EXPECTED ATTENDANCE FOR THIS EVENT? 12,000 + people

DO YOU PLAN ON SUPPLYING ADDITIONAL RESTROOM FACILITIES? **YES** NO
20-30

NUMBER OF VOLUNTEERS / STAFF? _____

HOW WILL THIS EVENT BENEFIT THE RESIDENTS AND/OR IMPROVE THE QUALITY OF LIFE IN THE CITY OF BRIGHTON?

This annual event draws in thousands of locals and visitors into downtown Brighton, bringing customer traffic and visitor discovery to downtown and surrounding area merchants, businesses, and restaurants.

ELECTRICAL SERVICES REQUIRED (Please Be as Accurate as Possible)
Power will be needed for music areas. Not much needed.

OTHER UTILITIES REQUIRED (Please Be as Accurate as Possible)
Water if/where available (Required by some food vendors if used)

CITY FACILITIES REQUESTED (Please Be as Accurate as Possible)
Winchel Pavilion Restrooms

DO YOU PLAN TO UTILIZE OFF-SITE PARKING FACILITIES **YES** NO
Brighton High School

IF SO, WHAT LOCATION IS PLANNED? _____

WHAT IS YOUR PLAN FOR TRANSPORTATION FROM THE PARKING AREA TO THE EVENT LOCATION?

Shuttle services provided by Chamber staff and volunteers with vehicles provided by sponsors.

SIGNAGE REQUESTED (Detail sign locations on the attached map and provide sign renderings)
As much needed from main intersections

Number of Signs _____
Directional and information event signs

Types of Signs _____
To be determined

Locations of Signs _____
Days of the event

Date Signs Posted _____
End of the event

Date Signs Removed _____

PLEASE ATTACH LIST OF EQUIPMENT; STAGE, TENTS, VEHICLES, ETC., THAT YOU PROPOSE TO USE IN THE EVENT OR BRING ONTO CITY PROPERTY, STREETS OR PARK AREAS - (ALL SUBJECT TO APPROVAL).

STREET CLOSURE

ARE YOU REQUESTING A STREET CLOSURE FOR YOUR EVENT? **YES** NO
If yes, detail the street(s) you would like closed, and the location of the closure(s) on the attached map.
Main Street and the half of Hyne closest to Main Street- Before the parking lot

ALCOHOL

DO YOU WANT TO SELL AND/OR SERVE ALCOHOL? YES **NO**

IF YES, PLEASE SEE THE ATTACHED SHEET TITLED "ALCOHOL" AND FILL IN THE QUESTIONS COMPLETELY AND IN DETAIL.

SECURITY

If the event requires the overnight setup or storage of goods, equipment, etc. security is the responsibility of the event applicant.

IF YOUR EVENT REQUIRES OVERNIGHT SECURITY, PLEASE PROVIDE THE FOLLOWING DETAILS OF YOUR SECURITY PLAN:

ON SITE REPRESENTATIVES NAMES AND CONTACT NUMBRS:

<u>Name</u>	<u>Contact number</u>
Signal 88 Security- Jason Baker	(517) 618-1881
_____	_____
or Sentinel Security- Brad Lemke	(248) 454-1705
_____	_____
_____	_____

Depending upon contract pricing- May use security company which is hired to assist with the Chamber monetary collections and protection- Full details will be provided when final decision on security company is made.

Owner(s) Affidavit*

Pamela McConeghy
President & CEO

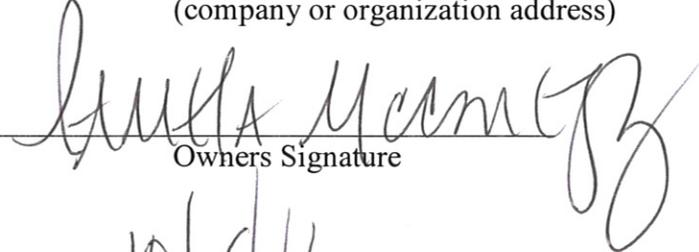
Greater Brighton Area Chamber of Commerce

Becca Boss, Director of Events

I, Pamela McConeghy, have authorized Becca Boss as My
(company or organization owner) (Civic Event Applicant)

Representative for the purpose of obtaining a Civic Event permit(s) from the City of Brighton Public
218 E. Grand River Brighton, MI 48116
Services Department for my organization located at _____.

(company or organization address)


Owners Signature

10/5/11
Date

ALCOHOL

PLEASE GIVE A BRIEF DESCRIPTION OF THE TYPE OF ALCOHOL TO BE SOLD / SERVED

N/A

WHO WILL BE THE ALCOHOL LICENSE HOLDER?

N/A

ON THE ATTACHED MAP, DETAIL THE LOCATIONS WHERE ALCOHOL WILL BE SOLD / SERVED.

DESCRIBE IN DETAIL YOUR ALCOHOL MANAGEMENT PLAN

N/A

**** IF ALCOHOL SALES OR SERVICE IS APPROVED BY THE CITY COUNCIL AS PART OF THIS EVENT, THE APPLICANT MUST ALSO RECEIVE APPROVAL FROM THE LIQUOR CONTROL COMMISSION**

**** IF ALCOHOL SALES OR SERVICE IS APPROVED, EVENT INSURANCE MUST INCLUDE AN ADDITIONAL INDEMNIFICATION FOR ALCOHOL**

VENDOR CONTACT INFORMATION

Full Complete information will be provided when applications for artists, crafters, special activities, and food vendors have been received and approved by the artist jury/committee. Artist applications are due by the end of March. Selection will be made by Mid- April.

Company Name	Representative	Phone #	Items Being Sold / Exhibited	On Site Contact Name	On Site Contact Phone #



September 30, 2011

City of Brighton
Department of Public Services
420 S. 3rd Street
Brighton MI 48116

Re: Civic Event Application – Brighton's Fine Art & Acoustic Music Festival

Attached you will find the Civic Event Application for the 29th Annual Brighton's Fine Art & Acoustic Music Festival to be held August 2,3, & 4, 2011.

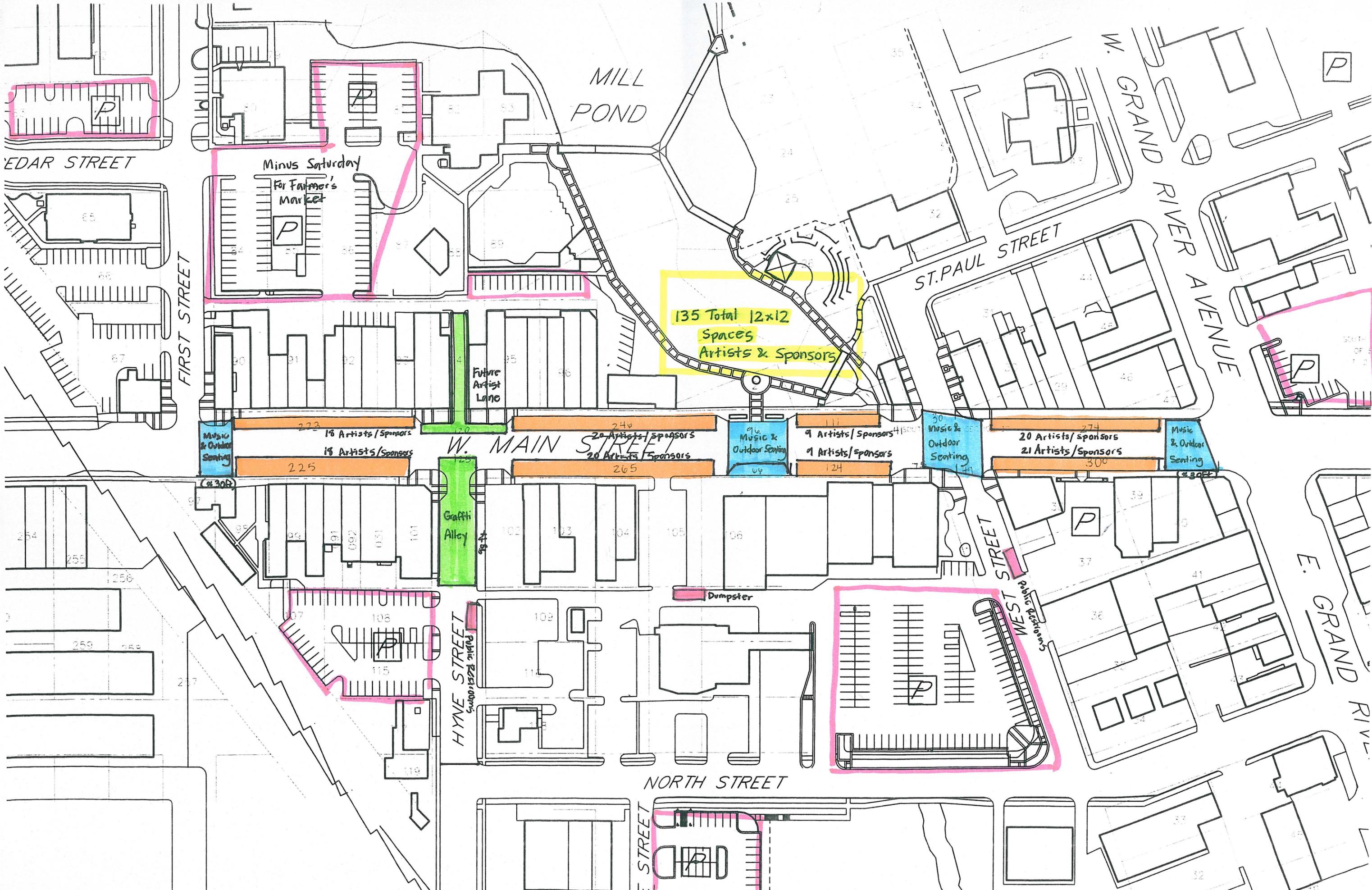
The Planning Committee for the 2012 Brighton's Fine Art & Acoustic Music Festival is working very hard to promote the diverse range of arts for people of all ages. In order to maintain the quality of this event, we find it important to have the event on Main Street this year.

Attached to the Civic Event Application you will find a proposed map, the artist application, and a proposed list of equipment.

Please contact us with any questions you may have.

Sincerely,

Becca Boss
Director of Events
Greater Brighton Area Chamber of Commerce
218 E. Grand River – Brighton MI 48116
(810) 227-5086 – Cell (810) 919-2884
FAX (810) 227-5940
beccab@brightoncoc.org
www.brightoncoc.org



MILL POND

CEDAR STREET

Minus Saturday
for Farmer's
Market

FIRST STREET

135 Total 12x12
Spaces
Artists & Sponsors

ST. PAUL STREET

W. GRAND RIVER AVENUE

Future Artist Lane

Music & Outdoor Seating

223 16 Artists/Sponsors
225 18 Artists/Sponsors

227

240 20 Artists/Sponsors
265 20 Artists/Sponsors

246
96 Music & Outdoor Seating

111 9 Artists/Sponsors
124 9 Artists/Sponsors

30 Music & Outdoor Seating

274 20 Artists/Sponsors
300 21 Artists/Sponsors

Music & Outdoor Seating

Graffiti Alley

Dumpster

HAYNE STREET
Public Restrooms

WEST STREET
Public Restrooms

NORTH STREET

E STREET

E. GRAND RIVER

**Attachment to Civic Event Application
2012 Brighton Fine Arts Festival**

Equipment proposed to be used in the event
2012 Producers and Committee will update if equipment changes.

Music Area(s)

Sound Board & Tent
(Producers have details)

Folding Chairs
10 x 10 Pop-Up Tent(s)
10 x 20 Pop-Up Tent(s)
Tables (Various Sizes)
Sound Equipment for Musicians

Ticket and ID Tents
10 x 10 Pop-Ups
10 x 20 Canopy
Tables & Chairs

Possible Community Art Project Area(s)

Folding Chairs
10 x 10 Pop-Up Tent(s)
10 x 20 Pop-Up Tent(s)
Tables (various sizes)

Golf Cart(s)



Brighton Fine

Art & Acoustic

Music Festival

August 2-4, 2012

Friday Set Up- 12:00noon-5:00pm

Friday 5:00pm-9:00pm, Saturday 10:00am-6:00pm

& Sunday 10:00am-4:00pm

NEW

Fine Artist & Fine Crafter Information Sheet

You are cordially invited to submit an entry for the
29th Annual Brighton Fine Art & Acoustic Music Festival

Downtown Brighton - Main Street

This fine arts & fine crafts event continues to grow in popularity and quality, with new energy and events every year. This event is also heavily promoted by local and regional media.

- Artist Amenities include lemonade and water for artists, booth sitters, complimentary vehicle parking with shuttle service, artist welcome bags designed by future artists and more.
- All fine artists and fine crafters in all media and categories are welcome to apply. To ensure the quality of the show all work must be designed and executed by the accepted fine artist or fine crafter. All work MUST be original....NO imports, kits, items made from kits or items using pre-manufactured components are allowed.
- **ONLY ORIGINAL ART WORK! No buy/sell – this harms the quality of the show!**
- Artists listed on the application must be present and remain with their work for the duration of the event.
- To further guarantee a quality show, nothing of lesser quality or completely different style than that which is clearly visible in the jury process may be exhibited and/or sold. No additions, no surprises!
 - Brighton Fine Art & Acoustic Music Festival reserves the right to refuse exhibition and/or sale of work not consistent with submitted images.
- Jury will also focus on balancing quantity of quality artists and fine crafters in each media category.
- Booth space is approximately 12'd x 12'w. Artists will provide their own tents and display stands and should plan for protective coverings and weight system for weather protection. No stakes are allowed to be used.
 - We **do not** provide electricity – no generators allowed.
- New this year Friday set-up from 12:00noon to 5:00pm. We have additional included an additional day of sales on Friday evening as well from 5:00pm-9:00pm.
- Private parking locations will be provided for show participants with shuttle service. Security is included Friday & Saturday evening. Per Brighton City Police Rule, pets are not allowed. Each artist is responsible for collection and payment of any and all applicable state sales tax.

Artist & Fine Crafter Application Procedures

- (1) **Complete the attached** Fine Artist & Fine Crafter Application including signature.
- (2) **Submit four (4) images** – three (3) of your work and one (1) of your show display booth with current work and representative of your overall presentation. Images must be of work executed within the last 2 years. Images can be either **jpg digital images** (preferred) emailed to beccab@brightoncoc.org or **photographs** (no larger than 4 x 6). Please indicate the following in the subject line: "BFA&AMF – (indicate your name)" when images sent via email.
Submit ONLY four (4) images as described above. No brochures, fliers, etc. Jury decisions are final.
- (3) **Submit Non-Refundable Application Fee of \$20 and Booth Fee of \$250 per booth.** Two separate checks are to be submitted made payable to **GBA Chamber of Commerce**. Check for Application Fee will be processed immediately. Booth Fee checks are processed after acceptance. Artists who are not accepted will have their Booth Fee checks returned.
- (4) MasterCard, VISA, Discover or American Express are welcome. Please provide the required information on the application. There are **no** refunds of Booth Fees after acceptance. \$35 Returned Check Fee.

Application Deadline: Materials must be postmarked by March 30, 2012. No refunds of Booth Fees after acceptance.

Artist Notifications: Acceptance letter will be mailed upon jury acceptance

Questions? Please contact Becca Boss via email beccab@brightoncoc.org or (810) 227-5086
Submit Applications, payment and photographs (if not providing digital images) to:
Brighton Fine Art & Acoustic Music Festival 218 E. Grand River Brighton MI 48116



Brighton Fine Art & Acoustic Music Festival

NEW

August 2-4, 2012

Friday Set Up- 12:00noon-5:00pm

Friday 5:00pm-9:00pm, Saturday 10:00am-6:00pm & Sunday 10:00am-4:00pm

May be photocopied and shared with other Fine Artists and Fine Crafters.
Please Print Clearly.



Artist Name and/or Studio Name will be used in marketing materials as indicated on this application.

Artist Name: _____

Studio Name: _____

Address: _____

City, State & Zip Code: _____

Phone: _____ On-Site Phone: _____

Email Address: _____

Website: _____

Images for Jury Process

Digital Images sent to
beccab@brightoncoc.org

Date Sent: _____

Photographs enclosed

Please refer to Fine Artist and Fine
Crafters Info Sheet for requirements.

Special Request: We will do our best to honor your
request, but not guaranteed. Site layout changes may
affect location requests.

Category of Work:

Circle only **ONE** category
per application.

Photography

Fiber Author

Wood Jewelry

Sculpture Glass

Painting/Drawing

Pottery/Ceramics

Other:

PLEASE INDICATE TYPE OF
FINE ART OR FINE CRAFT

Brief Description of Work: Describe materials and process in **30 words or less**. Descriptions
provided will be read to the jury upon request (attach if necessary - **30 words or less**)

Payment Remittance:

Enclosed are two checks – one for
Application Fee (\$20) and a second
for Booth Fee(s) (\$250 each) for
_____ **Booth(s)**.

Make checks payable to GBACOC.

Please charge \$20 for Application
Fee and \$_____ for Booth Fee(s)
(\$250 each) for _____ **Booth(s)** to the
following credit card:

___ MasterCard ___ VISA
___ Discover ___ American Express

Card #:

Exp Date: _____ Sec Code _____

Signature: _____

Is credit card statement sent to the address
above? ___ Yes ___ No

Artist Agreement: *In consideration of the acceptance of this application, the
exhibitor agrees that artwork of any nature and description shall be displayed at the sole
risk of said exhibitor and further agrees that said exhibitor shall be responsible for his/her
agents, servants and employees and agrees to hold all sponsors harmless of any and all
claims to person or property, real and personal, which shall arise out of or be connected
with the Brighton Fine Arts Festival event. I expressly warrant and represent that I have
full legal authority to portray and use any words and images and to indemnify and hold
harmless all event sponsors and their agents from all claims of any kind including but not
limited to copyright infringement, invasion of privacy and other claims. I understand that
by participating in Brighton Fine Arts Festival, myself, my merchandise and my staff may
be subject to photography, video and otherwise reported on by the news and other
media. Brighton Fine Arts Festival has permission to publish photographs or images of
my work, my booth or of me/staff for purposes related to promotion of the event, past,
present and future. **My completion and signature on this application indicates by
agreement and acceptance to all terms and conditions herein and in the Fine Artist
& Fine Crafters Information Sheet. By signing this release I certify that none of the
items for sale in my booth were created by others nor are of buy/sell origination.***

Signature: _____ Date: _____

Jury Use Only

Mail Application & Full Payment To:
Brighton Fine Arts & Acoustics Music Festival,
218 E. Grand River Brighton, MI 48116

All Materials must be postmarked by March 30, 2012

Questions? Call Becca Boss at (810) 227-5086 or Email beccab@brightoncoc.org



The Greater Brighton Area Chamber of Commerce Presents the 29th Annual

t e t
t e t l

Friday, Saturday & Sunday, August 2-4, 2012
5:00-9:00pm, 10:00am-6:00pm & 10:00am-4:00pm



Our 2012 Brighton's Fine Art & Acoustic Music Festival is one of the most prestigious juried art festivals and now includes more than ever. This festival showcases the best fine art in Livingston County while locals and visitors will once again flock to downtown Brighton visiting booths and speaking with the artists.

This is the 29th year that the Greater Brighton Area Chamber of Commerce has presented this highly popular show. Locals and out-of-towners will once again flock to downtown Brighton visiting booths and speaking one on one with artisans who have created the finest in original works in glass, watercolor, oils, sculpture, photography, pottery, jewelry, woodcarvings and more.

One artist will also receive the Guild Award, a juried away, which will guarantee a complimentary booth for 2012. All artists will enjoy an invitation-only networking reception with VIP's and municipal officials on Saturday evening.

This event is also a favorite for highly talented artists that travel from across the state and nation to participate. Well over 15,000 art enthusiasts visit the festival each year partaking in event activities, savoring local foods and listening to aesthetically soothing music that creates the perfect three-way harmony between art, music and setting.

This year we also have multiple locations throughout Main Street dedicated to honoring the fine art in the form of acoustic music. At these locations we will have outdoor seating to relax, unwind and enjoy the participating local restaurants. In addition to our Future Artist Lane with children's activities, we will have Graffiti Alley where young artists will have the opportunity to demonstrate their abilities on blank canvases. We look forward to celebrating our 29th year with the community!

The Greater Brighton Area Chamber of Commerce
131 Hyne Street, Brighton, MI 48116
810-227-5086 810-227-5940 – fax
www.brightoncoc.org

RESOLUTION

A RESOLUTION TO PLACE LIEN ASSESSED AGAINST PROPERTIES FOR UNPAID MAINTENANCE

WHEREAS, the assessment for cost of removal under Sec 94-74, assessment procedure shall be enforced

WHEREAS, property owners have 30 days to pay for cost of maintenance against said property and if not paid within that time balance will be enforced as a special assessment.

NOW, THEREFORE, the following parcel numbers will have liens against their property.

4718-31-300-101 \$ 221.45

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

This Resolution was adopted this day of _____

Diana Lowe, City Clerk

I, Diana Lowe, City Clerk for the City of Brighton, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by City Council at the Regular meeting held on October 20, 2011.

Diana Lowe, City Clerk



ACTIVITY STATEMENT

<u>SEND TO</u>
ALDO QUADRINI 1284 PARKS ROAD OAKLAND, MI 48363

<u>CUST NO</u>	<u>DATE:</u>
007320	10/11/2011

ACCOUNT 0000627 AR account for 7320
STATEMENT PERIOD 06/01/2011 to 10/11/2011

PREVIOUS BALANCE: 0.00

ACTIVITY THIS PERIOD:

<u>REF.</u>	<u>DATE</u>	<u>TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>BAL. FWD</u>
0003030	06/30/2011	INVOICE	BLDG	Building Inspection Fee	35.00	35.00
0003030	06/30/2011	INVOICE	REIM1	615 Brighton Lk Rd	80.00	115.00
0003030	06/30/2011	INVOICE	REIM1	615 Brighton Lk Rd - Debris	100.00	215.00
0003130	08/02/2011	PENALTY	PEN-1	Penalty - 101	0.80	215.80
0003130	08/02/2011	PENALTY	PEN-1	Penalty - 101	1.00	216.80
0003130	08/02/2011	PENALTY	PEN-1	Penalty - 101	0.35	217.15
0022397	09/06/2011	PENALTY	PEN-1	Penalty - 101	0.80	217.95
0022397	09/06/2011	PENALTY	PEN-1	Penalty - 101	1.00	218.95
0022397	09/06/2011	PENALTY	PEN-1	Penalty - 101	0.35	219.30
0022463	10/05/2011	PENALTY	PEN-1	Penalty - 101	0.35	219.65
0022463	10/05/2011	PENALTY	PEN-1	Penalty - 101	0.80	220.45
0022463	10/05/2011	PENALTY	PEN-1	Penalty - 101	1.00	221.45

BALANCE FORWARD: ----- 221.45

Please remit payment for the balance of your account to:
For questions regarding your statement, please contact:
CITY OF BRIGHTON
200 N. FIRST STREET
BRIGHTON, MI 48116



CITY OF BRIGHTON

"Providing quality service"

City Hall

200 N. First St.
Brighton, MI 48116-1593
(810) 227-1911
Fax# 227-6420
TDD Phone: (810) 227-8357

City Manager

225-8022
City Clerk
227-0463
Human Resource Director
225-9251

Cemetery/

Voter Registration
227-0463

Community Development

Building
227-9005

Building Official /
Code Enforcement
225-9254

Building Inspection Line
227-0419

Planning / Zoning
225-9257

Community Development /
Planning Director
225-8025

Finance

Accounts Payable
225-8019

Assessing Assistant
227-9006

City Assessor
225-8024

City Treasurer
225-8023

Finance Director
225-8020

Assistant Finance Director
225-9283

Property Taxes
227-0179

Utility Billing
225-8041

Police Department

440 S. Third St.
(810) 227-2700
Fax# 227-2063

Department of Public Services

420 S. Third St.
(810) 225-8001
Fax# 225-9249

DPS Director
225-9284

Assistant DPS Director
225-9282

Water Plant
227-2968

Wastewater Plant
227-9479

Brighton Community Center
555 Brighton St.
(810) 225-8004
Fax# 225-9249

05/18/2011

Also Quadrini
1284 Parks Rd
Lake Orion, MI 48362

RE: Ordinance Violation
Parcel ID: 4718-31-300-101
Address: 615 BRIGHTON LAKE RD

Dear Property Owner,

On a recent inspection, it was noted that the grass exceeds the height allowed by the City of Brighton Code of Ordinances. Please correct this violation **within 5 days of receipt of this letter**. Failure to do so may result in the City of Brighton Contractors correcting the violations. You will be billed for these costs. Copies of these Ordinances have been provided for your review. **This notice is valid for the entire summer & no further notices will be sent.**

Sec. 94-67. Growth or accumulation.

It shall be unlawful for the owner of any lot or parcel of land or any person in possession or control of any lot or parcel of land within the city to allow or maintain upon any portion of such lot or land any growth of grass, brush, weeds, or to permit the deposit or accumulation upon any portion of such lot of land, of any debris, rubbish, refuse, trash, dead vegetation, or garbage so as to create a nuisance due to unsightliness, an unhealthy or unsafe condition, or traffic hazard, or fire hazard. Growth of grass to a length greater than nine inches (9") shall be considered to be a nuisance for the purposes of this section.

Sec. 94-72. Destruction by City.

Where it has been established that a property owner or person in charge of the land is in violation of this article, the City Manager shall direct employees or other designees to enter upon such land for the purpose of destroying such growths or accumulations. The City Manager shall keep an accurate account of the expense incurred in destroying growths or accumulations with respect to each parcel of land entered upon therefore, and make a sworn statement of such account.

Sec. 94-73. Assessment of costs.

After an accounting for the destruction by the city as provided in Section 94-72, the cost of such clearing shall be charged against the owner or person in charge of the land, who shall have 30 days to pay. If full payment is not made within that time, payment of the balance may be enforced as a special assessment as provided in the Charter and Section 97-74 of this Code, in addition to any other remedies provided by law.

Thank you for your cooperation with this matter. If you need to speak further about this issue, I can be reached at 810-225-9257.

Sincerely,

Amy Cyphert,
City of Brighton

CC: Owner if owner's address is different than above
File
City Attorney
Brighton Police Department

POLICY REPORT: MEDC GRANT NO. MSC 211004–CDF

October 20, 2011

Prepared by:

Reviewed by:

Matthew Modrack
DDA/CD Director

Dana Foster
City Manager

REQUEST

Hold public hearing pursuant to Michigan Economic Development Corporation (MEDC) guidelines on October 20, 2011 for MEDC grant No. MSC 211004-CDF as required by the MEDC and approve the accompanying resolution to authorize submittal of the formal grant application.

BACKGROUND

On August 24, 2011 the **Michigan Strategic Fund** Board approved a Downtown Façade Grant in the amount of \$108,000 for a property owned by Cheryl Mayday comprised of 408, 412, 416, and 420 W. Main Street. These addresses are easily recognized as **Main Street Cheese Shop**, **Great Harvest Bakery**, and **Kensington Valley Varsity**, three of the most active and visible businesses in downtown. The \$108,000 grant from MEDC will be matched with a \$6,000 owner contribution and a \$30,000 DDA Façade Improvement loan for a total project of **\$144,000**. The grant award is tied to local investment and job creation, as has been the case for several other MEDC projects such as: **The Cemetery Parking Lot** (205 West job creation and investment); the **West Street Parking Lot** (Bagger Dave's jobs and investment) which will be under construction in the first week of October, 2011; the **Main/Grand River Intersection Upgrade** (Stout Pub jobs and investment); and the **Sagano/2nd St./Millpond Bypass** project (Sagano jobs and investment.). The DDA Executive Director and Design Sub-committee initiated the use of MEDC Façade Grant Program funds.

The subject façade, which includes a large, green metal mansard roof, is highly visible downtown, and stands out as incongruent with many of the buildings on Main Street. Although the mansard may effectively provide protection from the weather, it is not consistent with the design standards adopted by the City and DDA as articulated in the DBD zoning district... consequently, the proposed change was welcomed by staff. The DDA used its 2-hour architectural assistance program to develop alternative designs for the three addresses... something consistent with the DBD standards as well as the MEDC's downtown architectural design recommendations. The MEDC has since

approved conceptual design as it brings in masonry materials, awnings and new window configurations that will emphasize each individual store as a separate building.

The requested public hearing is required by the MEDC in the grant application (Section 2, Local Public Participation Documentation). MEDC review and approval of the application will then result in a formal agreement between the building owner, the DDA and the MEDC. It is anticipated that the façade improvements will go through the Planning Commission and City Council review this fall with construction anticipated in April 2012, a schedule which will avoid interfering with the more significant shopping period in November/December this year.

BUDGET IMPACT

The local match will be met through the building owner contribution and a low-interest loan from the DDA Façade Improvement Program. Therefore, the DDA budget will be impacted in the amount of \$30,000. The resultant value of the project to the downtown and to the individual businesses in the Mayday building will be significant and will fit neatly with the many recent improvements downtown.

COUNCIL ACTION

Hold a public hearing and approve accompanying resolution for MEDC grant No. MSC 211004-CDF as required by the Michigan Economic Development Corporation.

ATTACHMENTS

- Resolution _____ authorizing submission of the Mayday Building Façade Improvement Project grant application, Project No. MSC 211004-CDF
- Approved concept sketches of 408, 412, 416 & 420 W. Main Street.

Resolution _____

WHEREAS, the City of Brighton is requesting funding from the Michigan Economic Development Corporation (MEDC) under the Michigan Community Development Block Grant (CDBG) Program in the amount of \$108,000, a local match commitment of \$30,000 from the Downtown Development Authority (DDA) Façade Grant Loan Program and up to \$6,000 in private matching funds from the building owner for façade improvements. The façade component will be directed to building improvement projects at 408, 412, 416 and 420 W. Main St., within the downtown.

WHEREAS, the proposed project is consistent with the local community development plan as described in the Application;

WHEREAS, Alterations Unlimited, Millers & Bakers LLC (dba Great Harvest Bread Company), Sew Fitting, Inc. (dba Kensington Valley Varsity) and Reylin, L.L.C. (dba Jack's Custard Company) have estimated that their combined commercial uses will result in a minimum of six (6) new, permanent, full-time equivalent jobs, of which at least fifty-one percent (51%) will be low and moderate income persons;

WHEREAS, the City of Brighton recognizes that no project costs (CDBG and non-CDBG) will be incurred prior to a formal grant award, completion of the environmental review procedures and formal, written authorization to incur costs is received from the Community Assistance Team;

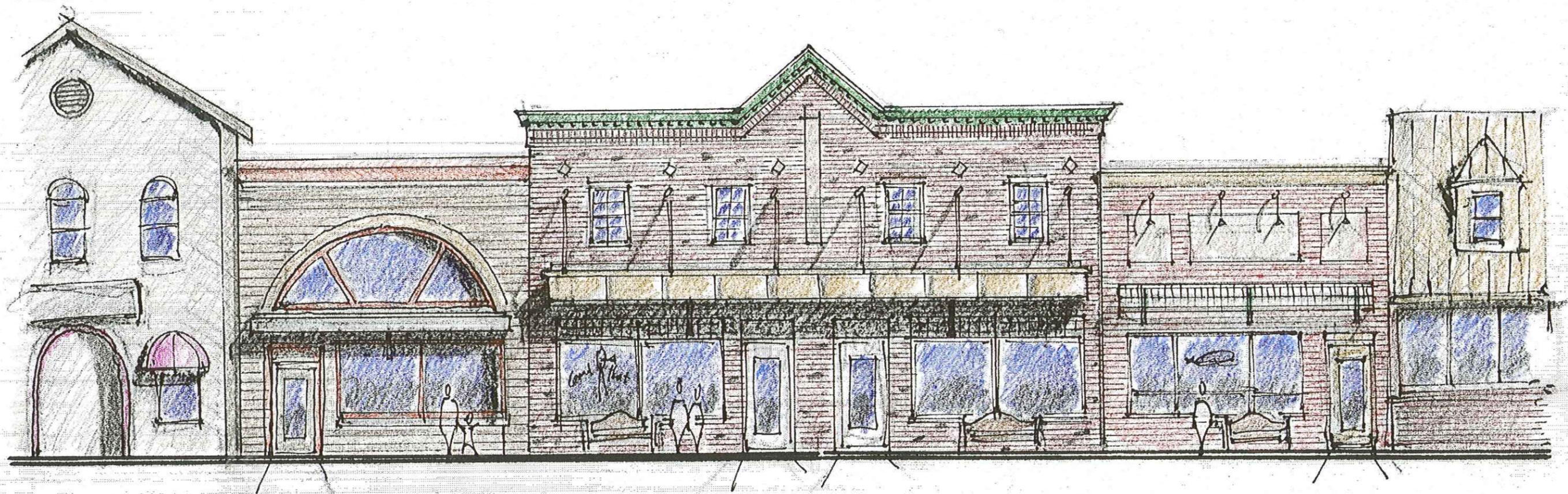
WHEREAS, Dana W. Foster, City Manager, is authorized to submit the Michigan CDBG Application and associated documents;

WHEREAS, Dana W. Foster, City Manager, is designated to serve as the City of Brighton's certifying officer for the environmental review; and

WHEREAS, the City of Brighton has completed all public participation requirements in Section 3 of the Application.

NOW, THEREFORE, BE IT RESOLVED, the City Council hereby authorizes submission of the Mayday Building Façade Improvement Project grant application under the MEDC's Community Development Block Grant (CDBG) Program, Project No. MSC 211004-CDF.

Adopted the _____ of _____, 2011 by Council Action.



Lindhout Associates
architects aia pc

B.2

LAA 2/20